

Minutes of the meeting of the Watton-at-Stone Parish Council held in the Community Hall on Wednesday 9th June 2004

Present: Mr. N. Poulton (Chairman) Mr. J. Meischke (Vice-Chairman)
 Mr. V. Dunhill Mr. D. Filer
 Mr. I. Knight Mr. D. Stock

Public: Mr. E. Riddle

1 Apologies for absence

Apologies for absence were received from Mr. Clark, Mr. Smith, Mrs. Dinnin and Mrs. McCash.

2 Public Participation

Mr. Riddle asked when the angle of the MPPA floodlight which shines directly into the back of his property at 132a High Street (illuminating the kitchen and living room) is going to be adjusted.

Mr. Meischke said that he had been waiting for the sportsfield to be dry enough before we ask a contractor to alter the angle of the floodlight to resolve the problem.

Mr. Meischke said that now that the sportsfield is dry, he will arrange for the work to be done.

Action: J. Meischke

3 Declaration of Interests

Mr. Poulton declared a non-pecuniary interest in item 6 a iii, Planning application -22 Hockerill, Change of use of amenity land to residential (on page 3 of these minutes).

4 Chairman's/Clerk's Report

Mr. Poulton said that the following item had been received after the agenda was published.

- Letter from Allan Rattue. This item to be discussed under 9 j, correspondence received (on page 10 of these minutes).

5 Minutes of the last meeting

a) Acceptance

- **Minutes of the Annual Meeting of the Parish Council Parish Council held on 5th May 2004**
 Mr. Meischke proposed that the minutes be accepted and signed by the Chairman as a true record.
 Mr. Knight seconded the motion and all present at that meeting were in favour.
- **Minutes of the Parish Council meeting held on 5th May 2004**
 Mr. Knight proposed that the minutes be accepted and signed by the Chairman as a true record.
 Mr. Meischke seconded the motion and all present at that meeting were in favour.

b) Review of actions

- **Write to all organisations re Parish Council representatives**
 This action point has been completed.
- **Contact EHDC re Rural Parish Conference to be held on Friday 14th May 2004**
 This action point has been completed.
- **Write to Hertfordshire Highways re School Lane/Old School Orchard**
 This action point has been completed.
 Refer to item 9 f, Correspondence received - HCC – School Lane j/w Old School Orchard – Traffic Matters (on page 10 of these minutes).
- **Contact Mr. Abel Smith re School Lane/Old School Orchard**
 Mr. Smith was not present at the meeting to report on this item.
 This item to remain on review of actions. **Action: M. Smith**
- **Write to Val Weaver, Hertfordshire Highways, re Whempstead traffic survey**
 This action point has been completed.
 A response is still outstanding. It was agreed to chase Val Weaver if we have not received a reply within one week of this meeting. **Action: J. Allsop**
- **Obtain spare disabled-parking sign from Memorial Hall Management Committee**
 This action point has been completed.

- **Fit the disabled-parking sign to railway sleeper**
This action point has been completed.
- **Write to Planning Department re 119 High Street**
This action point has been completed.
- **Write to Planning Department re Land off School Lane**
This action point has been completed.
- **Write to Planning Department re 103 Great Innings South**
This action point has been completed.
- **Write to Planning Department re Heath Mount School, Wood Hall Park**
This action point has been completed.
- **Visit Mr. Mould to inspect ornate village sign**
This item to be discussed under item 7 a, Specific Items - Ornate village sign (on page 4 of these minutes).
- **Renew Community Development Agency for Hertfordshire annual membership**
This action point has been completed.
- **Contact Brian Hall re book-binding**
This action point is outstanding. **Action: J. Allsop**
- **Write to Co-operative bank re unauthorised charges**
This item to be discussed under 8 a Budget & Finance Sub-Committee - Co-operative Bank Accounts (on page 5 of these minutes).
- **Write to EHDC re Precept cheque**
This item to be discussed under 8 a Budget & Finance Sub-Committee - Co-operative Bank Accounts (on page 5 of these minutes).
- **Chase Doe Sport to obtain a date for the repair work to the MPPA surface**
This item to be discussed under 8 a Recreation & Amenities Sub-Committee - Repair work to the MPPA surface (on page 6 of these minutes).
- **Complete and return Cornhill Insurance's request re claim following break-in at Community Hall**
This action point has been completed.
Refer to item 8 a, Recreation & Amenities Sub-Committee - Insurance claim for replacement door and fire extinguisher re burglary at Community Hall (on page 6 of these minutes).
- **Complete claim form for damage to MPPA**
Mr. Meischke said that this action point but will be completed within the next week. **Action: J. Meischke**
- **Claim the £500 'LEAF' grant from EHDC**
A claim has been submitted to EHDC.
- **Write a letter of thanks to CMS re Restoration and Management Plans for the Lammas**
This item to be discussed under 8 a Environment Sub-Committee - Letter to the Countryside Management Service (on page 7 of these minutes).
- **Repair bench seat behind play area**
Mr. Meischke said that Ted Brown had repaired the seat.
- **Inspect broken tile on roof at Community Hall**
Mr. Poulton and Mr. Meischke inspected the tile and agreed that it should be repaired. P. J. Roofing has now done the work.
- **Meet Sunstopper Blinds at Community Hall on Friday 7th May**
This action point has been completed.
Mr. Poulton said that Sunstopper Blinds had repaired the damaged vertical blinds and fixed the high-level vertical blinds in such a way that they cannot be opened.
- **Ask the Sports and Social Club where they would like the moveable goal-post to be permanently sited**
This item to be discussed under 8 a Recreation & Amenities Sub-Committee - Moveable goal posts (on page 6 of these minutes).
- **Put notice in Parish Magazine**
This action point has been completed.

The Watton-at-Stone PCC photocopied the Watton-at-Stone Parish Council and Community Hall reports for us and delivered them (on a single A3 sheet) to all households in the Parish via the Parish News. They charged the Parish Council £45 for doing this, which is less than it would have cost us to copy the reports on two separate A4 sheets using our own photocopy machine.

c) Action points outstanding for more than two months

- **Open separate account for Youth Club funds**
This action point has been completed.
- **Fit new cradle swing-seats**
Mr. Meischke said that he had found a new set of chains for the small swings and had fitted these together with the new cradle swing-seats.
- **Arrange for one set of keys to the external toilets to be cut for the Clerk**
This action point has been completed.
- **Check to see that work to the floodlighting column is done**
This action point has been completed.
Currently, all the floodlights are operational.
- **Purchase and fit a replacement end-cap for drainpipe**
This action point is outstanding.
Mr. Poulton said that he had been unable to purchase the end-cap locally and would need to go to Luton for it.
Action: N. Poulton

6 Planning

a) Applications

i) 6 Rivershill

Single-storey conservatory

Mr. Dunhill visited the neighbouring residents and they had no objections to the application. He therefore instructed the Clerk to write to the Planning Department stating that the Parish Council had no comment on this application.

Parish Councillors looked at the plans and agreed with the decision.

ii) Land at Lamp Post 37, Ware Road

10 metre high street light replacement mast with 3 no. integral omni-directional antennas,
2 no. equipment cabinets and 1 no. link cabinet

Mr. Poulton e-mailed all Parish Councillors with the details of the above applications.

Because he received no objections, he instructed the Clerk to write to the Planning Department stating that the Parish Council had no comment on this application.

Parish Councillors looked at the plans and agreed with the decision.

iii) 22 Hockerill

Change of use of amenity land to residential

Mr. Poulton said that the original application for change of use of amenity land to residential was refused by EHDC in April 2004. Those plans showed part of the amenity land being used as a parking bay. However, the new application shows that the parking bay has been formed in the existing land belonging to 22 Hockerill.

Parish Councillors looked at the plans and agreed to write to EHDC informing them that the Parish Council has no comment on this application.

Action: J. Allsop

Mr. Poulton took no part in this decision.

b) Decisions

i) 31 Station Road, Watton-at-Stone

Erection of garage to side, with bedroom above in eaves and dormer -EHDC - Permission refused

ii) Beane Cottage, Walkern Road

Single storey extensions -EHDC - Permission granted

iii) Methodist Church, High Street

Disabled ramp access and handrail - EHDC - Permission granted

iv) Blue Bury Farm

Detached double garage with storage - EHDC - Permission granted

v) Land off School Lane

Construction of no. 1, one and half storey dwelling - EHDC - Permission granted

vi) **103 Great Innings South**

Single-storey garage. Conversion of garage to living room

- EHDC - Permission granted

7 Specific Items

a) Ornate village sign

Mr. Stock said that he and Mrs. Dinnin met with Mr. Mould to inspect the Ornate Village sign, which has now had all its paintwork removed (apart from the lettering “Watton-at-Stone”, which remains black). Mr. Stock said that although the standard of carving is very high, Mr. Mould had used an inferior type of hardwood on the centre panel because he thought the sign was to be painted.

Because of the use of a lower quality wood than was originally specified Mr. Stock and Mrs. Dinnin decided that there was no doubt that the sign needed to have “colour-wash” finish. This involves colour tinting the varnish. Mr. Stock said that although this was a “salvage scheme”, he was confident that the end result would very acceptable (unlike the painted version!).

Mr. Stock has agreed a fixed price of £488 for the paint stripping and colour-tinting work (this is within the estimated cost of the “salvage scheme”).

Mr. Poulton and Mrs. Dinnin to collect sign when the work has been completed.

Action: C. Dinnin/N. Poulton

Mr. Stanley to be asked to contact Mr. Poulton about the installation of the post for the sign.

Action: J. Allsop

b) Invite to "Improving your Village" 23rd June at Cottered Village Hall

Mr. Poulton said that the Countryside Development Agency is running a seminar, from 1000 to 1300 on 23rd June, aimed at improving village life. He said that he would be attending the meeting and asked Parish Councillors to contact him if they wished to join him.

c) Ted and Rose Brown’s – holiday dates

Ted and Rose Brown will be on holiday from 26th June to 3rd July 2004.

Mr. Poulton said that he would not be able to cover all the cleaning and litterpicking duties himself.

However he would do as much as he could.

Action: N. Poulton

d) Skateboarding facilities for the village and response to advertisement in Parish News

Mr. Poulton said that despite the perceived need for skateboarding facilities, he was disappointed that there was only one response to our request for help in providing them. Mr. and Mrs. Smith (17 High Street) wrote to say that, because their sons are very keen on the provision of a skate park in the village, they would be willing to be part of a development committee.

Mr. Poulton then read out an undated letter from Masters Michael Jolley and Nick Smith, who said that Urban Ramps can provide a skate ramp that they would like for the village.

Mr. Poulton said that he contacted Mr. Scott, of Urban Ramps, who informed him that the ramp described is 3’ high, 8’ wide and 26’ in length and costs £6250 including delivery. He wrote to Masters Jolley and Smith giving them the ramp details and informing them that an area needs to be found to place this equipment on, and a rough estimate of the cost of a base is in the region of £2500. He also told them that the Parish Council has placed an article in Parish News to see if any adults would come forward to help in raising the money for this equipment and find a suitable site within the village.

Parish Councillors agreed that if we are unable to obtain active support from members of the public, the Parish Council could not pursue the matter further.

After discussion, the following was agreed:

- A notice be placed in the Parish News to say that the Parish Council was disappointed with the lack of response and asking anyone who is willing to help to contact the Clerk. In the absence of active support from members of the Parish, the Parish Council cannot pursue this matter further. (Refer to item 11, Items for Parish News on page 11 of these minutes)
- A letter to be sent to Mr. and Mrs. Smith informing them of the current situation and asking them to encourage more parents to come forward.

Action: D. Stock

e) Issuing of copies of Parish Council minutes to organisations and members of the public

Mr. Poulton said that two village organisations (i.e. the Watton-at-Stone Conservation Society and the Watton-at-Stone Allotment and Garden Association) had requested monthly copies of the Parish Council minutes.

It was agreed that photocopies of the minutes be issued after they have been approved by the Parish Council and signed by Chairman/Vice-chairman.

f) Investigate situation on school's request for a community project for the children to be involved in

Mr. Poulton said that he was disappointed that we had not heard from the school about developing the land around the village pump as a community project for the children to be involved in. Mr. Dunhill said that the Conservation Society had also offered funds towards this project.

It was agreed that Mr. Clark be asked to contact the school for an update on the current situation regarding a school community project and report back to the Parish Council at its meeting on 14th July 2004.

Action: J. Allsop/C. Clark

8 Reports

a) Sub-Committees

Budget & Finance

Mr. Filer reported on the following items concerning the Budget & Finance Sub-Committee.

- **Co-operative Bank Accounts**

Mr. Filer read out the following letters concerning the recent unauthorised overdrafts on both the Parish Council and Community Hall accounts.

- Letter from Mr. Filer (dated 10th May) to The Manager of the Co-operative Bank in Luton
- Letter from Mr. Smith, Public Sector and Community Development Manager (South), Co-operative Bank (dated 21st May)
- Letter from Mr. Filer (dated 26th May) to Mr. Smith of the Co-operative Bank.

Copies of these letters are attached to these minutes.

See attached

Mr. Poulton thanked Mr. Filer for the work he had done.

Mr. Filer proposed that we set up an overdraft facility for both the Parish Council and Community Hall accounts, so that if we go overdrawn again in the future, we would only be charged interest on the overdrawn amount without incurring a daily unauthorised-overdraft fee. Mr. Poulton seconded the motion and all present were in favour.

Action: J. Allsop

After discussion, it was also agreed to write to Dave Tweedie [Assistant Director (Financial Services) at EHDC] informing him that a total of 12 days had elapsed between the date EHDC sent the precept cheque to the Co-operative Bank and its receipt, and as a result of this our account went into unauthorised overdraft. To avoid such problems in the future, Mr. Tweedie to be asked if it would be possible for precept payments to be made into our account via a BACS transfer (rather than a cheque in the post).

Action: D. Filer

After discussion, it was agreed that we write to the Co-operative Bank querying the time taken between EHDC sending the cheque to them and its receipt.

- **Annual Return and Audit of the Parish Council accounts for the year ended 31st March 2004**

Mr. Filer said that Mr. Morrissey completed, signed and dated (7th June 2004) sections 1 and 4 of the Annual Return for the year ended 31st March 2004 (all Parish Councillors have been given a copy of the completed Annual Return).

Mr. Filer proposed that the accounts, detailed in section 1, and the Statement of Assurance, detailed in section 2 of the Annual Return, be approved by the Parish Council and that the Chairman and the Clerk sign the Annual Return. Mr. Knight seconded the motion and all present were in favour.

Mr. Poulton and the Clerk duly signed the Annual Return and the Statement of Assurance.

Note: The accounts for the year ended 31st March 2004 will be available for public inspection from 14th June 2004 to 9th July 2004. Any person interested has the opportunity to inspect and make copies of the Annual Return and all books, deeds, contracts, bills, vouchers and receipts relating to them.

After the public inspection period, the Clerk to return all relevant documentation to Lubbock Fine by 12th July 2004.

Action: J. Allsop

- **Approval of the Community Hall accounts for the year ended 31st March 2004**

Prior to the meeting, all Parish Councillors were given a copy of the first draft of the Watton-at-Stone Community Hall accounts as prepared by McCash and Hay. McCash and Hay required clarification as to why no expenditure for insurance occurs in this year. The Clerk explained to them that the insurance payment for the year 1st April 2003 to 31st March 2004 was made before the 31st March 2003 and that this year the insurance payment had been made on the 1st April 2004.

McCash and Hay have now issued a final income and expenditure account for the year ended 31st March 2004 and all Parish Councillors present were given a copy of the accounts.

Mr. Filer proposed that Mr. Poulton sign two copies of the audited accounts for the Watton-at-Stone Community Hall. Mr. Knight seconded the motion and all present were in favour.

A copy of the signed accounts to be sent to McCash and Hay.

Action: J. Allsop

- **Ted Brown – re additional work at Watton Green**

Mr. Filer said that Ted Brown had done at least an additional days work on clearing part of the wooded area of Watton Green. He proposed that Ted Brown be paid an extra £50 for the work he has done.

Mr. Knight seconded the motion and all present were in favour.

The Clerk to act accordingly.

Action: J. Allsop

Community Hall Trustees

Mr. Poulton reported on the following item concerning the Community Hall Trustees.

- **Minutes of Watton at Stone Community Hall Board of Trustees dated 20th April 2004**

Mr. Knight proposed that the minutes be accepted and signed as a true record. Mr. Stock seconded the motion and Mr. Poulton was in favour.

- **Insurance cover note for the Cricket Club Shed**

Mr. Knight said that the Cricket Club had told him that they cannot find their insurance cover note for the Cricket Club shed. After discussion, it was agreed to write to the Cricket Club insisting that the Parish Council be given a copy of the insurance cover note (they could obtain additional copies from their insurers). Also asking them not to leave their equipment in the changing rooms, because these are used by other hirers during the week and we will not be held responsible for any items that go missing.

Action: I. Knight

- **Vandalism to outside Gents toilet-door**

Mr. Poulton said that on 10th May someone had used a sharp object to damage the outside Gents toilet-door. They had managed to carve out a section of the framework and enlarged the hole where the old lock used to be. Mr. Meischke has fitted a plate over the holes in the door.

Mr. Poulton said that he will paint the framework.

Action: N. Poulton

Recreation & Amenities

Mr. Knight reported on the following items concerning the Recreation & Amenities Sub-Committee.

- **Repair work to the MPPA surface**

Doe Sport has repaired the indentations in the surface of the MPPA. However they have not re-painted the repaired areas. The Clerk to chase.

Action: J. Allsop

- **Pressure washing**

The pressure washing has been done by Derek Monk. However, apart from the cleaning of the boot scrapers, the work did not achieve the results hoped for.

Mr. Knight said that a member of the Tennis Club has access to an industrial pressure-washer and has agreed to clean the MPPA. It was agreed that when the work has been done, a letter of thanks be sent to the person involved.

Action: I. Knight

- **Damage to the brick wall at the Community Hall car park**

A vehicle has demolished part of the car-park wall at the Community Hall (i.e. by the large metal gate leading into the sportsfield). Mr. Poulton said that we have not found out how the wall got damaged. Mel Bond has started to repair the wall but has not yet completed the work.

It was agreed to chase Mel Bond.

Action: J. Meischke

- **Insurance claim for replacement door and fire extinguisher re burglary at Community Hall**

Cornhill Insurance has now agreed our claim for the replacement door and fire extinguisher at Community Hall, and we have received their cheque for £412.35.

- **Moveable goal posts**

Mr. Knight said that the moveable goal posts are currently in the external cupboard because some of the parts have gone missing. It was agreed to try and find replacement parts and weld the framework together.

Action: I. Knight/J. Meischke

Parish Councillors discussed a permanent site for the goal posts. It was agreed that after the meeting they would go onto the sportsfield to agree a location.

Action: Parish Councillors

- **Cricket roller**

Mr. Knight said that a majority of Cricket Club members want to keep the roller, which needs repairing. However, Wilf Emsley and Martin Tipper would like the roller to be disposed of.

It was agreed to write to the Cricket Club to inform them that the Parish Council is arranging for the roller to be moved to the Cricket Club shed.

Action: I. Knight

Mr. Meischke to move the roller.

Action: J. Meischke

Environment

In the absence of Mrs. Dinnin, Mr. Poulton reported on the following items concerning the Environment Sub-Committee.

• **Land-management**

• **Clearance work on Watton Green**

Mr. Brown has completed the work he was scheduled to do at Watton Green.

The Clerk has spoken to Michael Stanley to remind him that the grass at Watton Green and the Lammas needs cutting during the first week in July.

Mr. Filer said that the road-side of the ditch at Watton Green appears to have been cut at the same time as the HCC contractors cut the grass verges on Perrywood Lane. The Clerk said that, when she spoke to Mr. Stanley about grass cutting, he told her that he had already cut one side of the ditch.

Mr. Filer asked the Clerk to speak to Mr. Stanley again to check if he had done the work. **Action: J. Allsop**

• **Quotation from Adam Welch for tree work on the Lammas Bank**

Mr. Poulton said that Adam Welch has submitted a quotation of £1600 for tree work on the Lammas bank. Mrs. Dinnin, who has the details on the exact work required, to obtain quotations from Michael Stanley and Herts Tree Care. **Action: C. Dinnin**

• **Letter to the Countryside Management Service**

Mrs. Dinnin wrote to Sue Clarkson at the Countryside Management Service on 26th May, as follows.

‘Restoration and Management Plans for the Lammas Watton-at-Stone

Thank you very much for your letter dated the 11th April 2004.

At our May Parish Council meeting we decided that we should like to meet you with a view to discussing your plans and ideas for the Lammas and to give you an update on progress at Watton Green.

Perhaps you could give me two or three dates which would be suitable for you so that I can arrange this meeting.’

A date for the meeting has not yet been agreed.

Action: C. Dinnin

b) Sportsfield

i) **Report**

Mr. Meischke carried-out the sportsfield report on the 8th June 2004, the result of which is as follows.

• **Sportsfield:**

Condition of grass	Outfield requires cut.
Litter	OK.
Dog fouling	OK.
Netball posts	OK.
General	Wire needs refitting by swings (cricket).

• **Children’s Play Area:**

Condition of surface	-
Litter/Litterbin	OK.
Large swings	OK.
Small swings	New seats and chains fitted.
See-Saw	OK.
Rainbow multi-play and slide	Broken hatch and bridgeboards loose.
Two spring sit-on	Handles reversed on horse.
Teen shelter	Strim grass.
General	Good.

• **Bike ramps area:**

Junior Jump	Overgrown.
Double Ramp	Overgrown.
Fun Box	Overgrown.

• **Community Hall:**

General Condition (Exterior)	Roof tile and gutter repair required.
Litterbin	OK.
Car Park	New sign fitted.
General	Cricket Club equipment in changing rooms.

• **Multi-Purpose Play Area:**

Surface	OK.
Boundary Fencing	OK.

Tennis nets OK.
 Litter OK.
 General Good.

• **Great Innings Play Area:**

Equipment See-saw (new type) has burn hole in top.
 Surfaces Overgrown.
 Litter Some.
 Dog fouling None.
 Comments Good overall.

• **Allotments Area:**

Access OK.
 Condition of paths between Allotments OK.
 Condition of Allotments under cultivation OK.
 Condition of Allotments not under cultivation OK.
 Litter OK.
 Comments Very good except fence at the Chestnuts.

• **Culverts on Mill Lane**

Litter and rubbish in and around Culverts Yes.
 Dog-fouling Yes.
 Comments Not very good and overgrown.

• **Salt bins**

Perrywood Lane OK.
 Entrance to Great Innings OK.
 Great Innings South – outside number 93 OK.
 Station Road OK.
 Moorymead Close OK.
 Hazeldell OK.

• **Dog-waste bins**

Footpath 17 OK.
 Sportsfield OK.
 Church Walk OK.
 Walkern Road OK.
 Station Road OK.
 High Street (by Memorial) OK.
 Great Innings OK.
 Mill Lane OK.
 General Some lids missing.

• **Strimming around the perimeter of the sportsfield**

Sodexo will do the strimming work before the weekend.

• **Loose wire-netting on sportsfield**

It was agreed to write to the Cricket Club to ask them to refit the loose wire-netting near the swings.

Action: I. Knight

• **Play equipment on sportsfield**

It was agreed to ask Wicksteed Leisure to replace the broken hatch and the loose bridgeboards on the rainbow multi-play and slide equipment, and to reverse the handles on the sit-on spring-horse.

Action: J. Allsop

• **New See-saw at the Great Innings play area**

Mr. Meischke said that the burn hole in the canopy over the new see-saw was large enough to allow a child's finger to get trapped in it.

It was agreed to write to EHDC accordingly.

Action: J. Allsop

• **Fence belonging to the Chestnuts that backs onto the allotments**

It was noted that this fence is falling down into the allotment area.

• **Mill Lane culverts**

It was noted that the Mill Lane culverts are full of rubbish and are overgrown with weeds.

• **Earth bike-ramps near footpath on Lammas**

Mr. Meischke said that youngsters had made an earth bike-ramp so close to the public footpath that it is a potential hazard. It was agreed to ask Mrs. McCash to speak to the youngsters involved and ask them to relocate it.

Action: J. Meischke/H. McCash

ii) **Weekly report and action**

Mr. Poulton said there was nothing to report from Ted Brown's weekly inspections.

9 Correspondence received

a) Hertfordshire Constabulary

Hertfordshire Constabulary has written to inform us that the two 'Speed Reduction' signs will be made available to the Parish Council from 19th December to 1st January 2005 (approximate dates only).

b) EHDC – Summer Playscheme 2004

Mr. Poulton read out the following letter, dated 12th May, from Jo Rodwell (Play Officer, Leisure Services, EHDC).

I would like to take this opportunity to introduce myself. My name is Jo Rodwell and I am the new play officer for EHDC.

I would like to thank you for your support in hosting a summer Playscheme and I look forward to a successful partnership in the future.

If you have any queries or concerns, or you are available for a brief meeting so that I may introduce myself in person then please do not hesitate to contact me.'

As previously agreed, the 2004 Summer Play Scheme to be placed on the agenda for the Parish Council meeting to be held on 14th July 2004.

Agenda: 7/04

c) HCC - Watton-at-Stone Public Footpath 027

Paula Cheesman, Countryside Access Officer at HCC, has written (letter dated 13th May) asking if we can include an extra £500 in our Parish Paths Partnership bid for work to public footpath 027. This footpath is at the Bulls Green end of our Parish and needs two old stiles to be upgraded to pedestrian swing-gates (for better access) and a boardwalk installed over a ditch. This will not affect our Parish Paths Partnership bid for other work in the parish.

After discussion, it was agreed to include the extra £500 of work in our Parish Paths Partnership bid for 2004/05. Mr. Dunhill to act accordingly

Action: V. Dunhill

d) Churches Serving Watton – Community Service July 2004

Mr. Poulton said that we had received a letter (dated 12th May) from Rodney Ranzetta, of the Churches Serving Watton, requesting the use of the Pavilion facilities and sportsfield for the Community Service to be held on Sunday 4th July 2004 at 1030. They will require the facilities from 0930 to 1200 at the latest.

Mr. Meischke proposed that the facilities be made available for the Community Service free of charge (as in the past). Mr. Knight seconded the motion and all present were in favour.

A letter to be sent to Rodney Ranzetta accordingly.

Action: J. Allsop

The Cricket Club are aware of the dates and times of the Community Service.

e) Aston Parish Council –Parish Council Web Site

Mr. Poulton read out the following letter dated 15th May, from Aston Parish Council.

'Parish Council Web site

This Council would very much like to have a Web Site to show minutes, agendas, press releases, contact details etc.

We are currently seeking advice from East Herts District Council and are finding them very helpful.

They have suggested that it may be an idea if there were a single Web site, which they would help set up, for a group of Parish Councils and then people who visit it could click on to the Parish they want and all the details of that Parish would come up.

If we shared the cost it would be much cheaper and of course we could visit each others part of the site and see what we were all doing.

It is early days and we are not seeking to commit you but I have been asked to write to 6 neighbouring East Herts Parishes to seek your views.

If you are at all interested please could you let me know sooner than later.'

After discussion, it was agreed that the Parish Council would like to pursue the idea of a single Web site but would not be willing to commit itself at this state.

Action: J. Allsop

f) HCC – School Lane j/w Old School Orchard – Traffic Matters

Mr. Poulton read out the following letter (dated 27th May) from Hertfordshire Highways.

Re: School Lane j/w Old School Orchard, Watton-at-Stone – Traffic Matters

Thank you for your letter dated 20th May 2004 regarding the above.

Nigel Poulton had made me aware of the recent incident and Mr. Phillip's concerns regarding vehicle speeds.

It has been added to the list of outstanding parish matters. I had stated that the programme is full until October 2004, however, I will try and look at this problem and advise you of my findings.'

g) North West Essex and East Herts preservation Association (Working Group) – Stop Stansted Expansion

North West Essex and East Herts Preservation Association has written (letter dated 1st June) asking for financial support in its ongoing campaign to stop the expansion of Stansted Airport.

Mr. Poulton said that he had contacted the solicitor at East Herts District Council, who advised him that it would be inappropriate to give Parish Council funds to a pressure group such as Stop Stansted Expansion.

It was agreed that, regardless of the views of individual Parish Councillors, we will not become involved and therefore no action will be taken.

h) E-mail from Monty Northcott, 11 Watton House re Traffic-calming

Mr. Poulton said that he, in his capacity as a District Councillor, had received the following e-mail on 3rd June (which was also copied to the Parish Council).

'An accident is waiting to happen in Watton-at-Stone village due to the fast driving of cars through the village and elderly people needing to cross the road by the super market and post office. Please consider speed bumps/sleeping policeman or road signs on the road surface like Stapleford and Waterford. As you have some authority in the county, you will know where to place this request so that it gets some serious consideration. Thank you, Monty Northcott, 11 Watton House.'

Mr. Poulton said that he had written to Val Weaver at Hertfordshire Highways (as a District Councillor) asking her to investigate the problem.

Parish Councillors discussed the issue of speeding in the village and the positive effect that electronic speed-warning signs have in Stapleford. Mr. Poulton explained that it is not possible to have electronic speed-warning signs on the southern stretch of the High Street because there is not enough straight road for them to be activated.

It was agreed to wait for Val Weaver's response to this problem and place this item on the agenda for the Parish Council meeting to be held on 14th July 2004.

Agenda: 07.04

i) Mr. B. Clarke re Frogmore Hall

Mr. Poulton read out a letter, dated 10th June, from Mr. Clark (of 6 The Beaneside) regarding the current sale of Frogmore Hall. Mr. Clark suggests that a charity event should be arranged at Frogmore Hall (which has recently been fully restored) to allow members of the public to look at the building before it is let or sold. A suitable weekend would be during National Heritage week, which is in September.

After discussion, it was agreed that Mr. Poulton contact the agents to see if the buildings and grounds could be made available for a fund raising event for the village. It was also agreed to write to the National Trust informing them that Frogmore Hall is currently for sale and giving them the name of the agent.

Action: J. Allsop

j) Mr. A. Rattue

Mr. Poulton read out a letter (dated 2nd June) from Mr. Alan Rattue about problems concerning the dangerous behaviour of some young cyclist in the village.

Parish Councillors discussed the contents of the letter and agreed to give Mr. Rattue copies of any minutes, taken in the past twelve months, which highlight the problem regarding dangerous cycling in the village.

Action: J. Allsop

10 Reports from other Organisations

- Watton-at-Stone Conservation Society**

Mr. Dunhill said that the Conservation Society are concerned about traffic speeding in Station Road and suggested that speed-warning equipment (of a similar style to that in Stapleford) be installed.

It was agreed to write to Hertfordshire Highways to ask if speed-warning equipment can be installed.

Action: D. Stock/J. Allsop

• **Watton-at-Stone Sports and Social Club**

Mr. Knight said that the Sports and Social Club plans for the Mill Lane project are moving forward. The lease agreement, between Mr. Abel Smith and the Sports and Social Club for the land at Mill Lane, is being finalised. Mr. Dunhill showed Parish Councillors the architect’s drawing for the project.

Mr. Stock suggested that these plans be put on circulation so that Parish Councillors can make comments if need be. He felt that it is important that the Parish Council should be aware of, and therefore be able to comment on/support the project at an early stage.

The plans to be placed on circulation and Parish Councillors were asked to make comment on them.

Action: J. Allsop

Mr. Knight said that the sporting facilities at Mill Lane are complementary to those at the sportsfield and are mainly aimed at the Youth Football sector. He said that the sportsfield would remain a major focal point for adult football.

To date, the Sports and Social Club has raised over £12,000 towards the Youth Football Development Centre. Further funds will be raised during the Fun Day on 25th July 2004.

The MPPA is remaining locked during the week, but remains open during the weekend. It was agreed that the MPPA now be left unlocked for a trial period before the start of the summer holidays.

The MPPA to be placed on the agenda for the Parish Council meeting to be held on 14th July, so a full assessment of the situation can be given.

Agenda: 7/04

• **River Beane Restoration Association**

Mr. Knight said that the River Beane Restoration Association will be meeting again next week.

• **Watton-at-Stone Allotment and Garden Association**

Mr. Poulton said that during its AGM (held on Monday 10th May 2004) the Watton-at-Stone Allotment and Garden Association thanked members of the Parish Council for their support during the year.

11 Items for Parish News

The following items to be sent to the Editor of the Parish News for inclusion in the next issue.

- Response to advert re Skate boarding Facility for the village
- Investigate with Aston Parish Council possibility of joint new web site
- Speeding in the village
- Application to PPP for additional funding towards improvements to footpath 027.

Mr. Filer to write the article accordingly.

Action: D. Filer

12 Accounts

Watton-at-Stone Parish Council

Petty Cash

Receipts

Donation for photocopying

2.00

2.00

Payments

Allotment receipt book

1.15

1.15

Cheques required

Cornhill Insurance	Annual Premium	1056.10
CDA for Herts	Annual Premium	25.00
HCC	Copy paper and ink cartridge	66.50
WAS PCC	To copy and delivery Parish Council and Community Hall Annual Reports	45.00
J. Allsop	May salary	519.27
P. Allsop	100 x 28p stamps	28.00
D. R. Monk	War Memorial garden maintenance 1/1/04 – 30/06/04	<u>62.50</u>
D. R. Monk	Jet Washing	<u>100.00</u>
Ted Brown	32 hours litterpick	<u>176.00</u>
		<u>2078.37</u>

Cheques received

EHDC	Leaf clearance	300.00
Sports and Social Club	1 st quarterly payment for hire of sportsfield facilities	<u>250.00</u>
		<u>550.00</u>

Watton-at-Stone Community Hall

Petty Cash

Receipts

Mr. Keen – Main Hall	90.00
N. Stichbury – Main Hall	30.00
Floodlighting	80.00
J. Allsop for bank charges	6.00
Penny Joy – Pavilion and Main Hall	<u>32.00</u>
	<u>238.00</u>

Payments

Banked	170.00
VAT return	148.81
Laminating 5 x A4 sheets	<u>5.00</u>
	<u>323.81</u>

Cheques required

Sign Link Graphics	Sign for MPPA	186.83
Watton Service Station	2 keys for external toilet	10.90
John Phillips	Opening and closing duties from 19.4 – 19.5.04	31.00
McCash and Hay	Annual audit	98.70
Rose Brown	23 Hours cleaning	<u>130.50</u>
		<u>457.93</u>

Cheques received

Allotment & Garden Assoc.	Pavilion hire	7.00
Anna Bramley	Pavilion hire	21.00
Mrs. McGrath	Pavilion hire	28.00
Sports and Social Club	1 st quarterly payment for hire of Com. Hall facilities	250.00
C Straker	Main Hall hire	10.00
Denise Posner		64.00
Janet Aylott	Pavilion hire	42.00
River Beane Restoration Association	Pavilion hire	14.00
Tennis Club	Donation towards tennis equipment	198.00
Cornhill Insurance	Claim re burglary	<u>412.35</u>
		<u>1046.35</u>

Mr. Poulton commented that the cost of cleaning has greatly reduced since Rose Brown had started providing her cleaning service at the Community Hall. Mr. Poulton has spoken to her about the hours she is putting on her time sheet and she said that they are what it actually takes her to do the work.

It was noted that the number of hours required may increase during the winter.

Mr. Knight proposed that accounts be paid, Mr. Filer seconded the motion and all present were in favour.

- **The meeting closed at 2115.**
- **The date for the next Parish Council meeting is Wednesday 14th July 2004.**